

**HUMAN SERVICES COMMISSION  
MINUTES OF THE SPECIAL MEETING  
FEBRUARY 22, 2010**

**CALL TO ORDER:** The meeting was called to order by chairman, Yale Cantor at 6:30 P.M.

**PRESENT:** Sue Stack, Helen Filloramo, Melinda Ferry, Anne Nickerson, Yale Cantor, Baouche Hocine, Sue Hannigan.

**APPROVAL OF MINUTES:** Motioned, ( H. Filloramo), Seconded (S. Stack), and passed by those present to approve the minutes of the January 11, 2010 meeting.

**ABSTAINING:** S. Hannigan

**DIRECTOR'S REPORT:** Requests for deliverable fuel appointments appear to be slowing down as this part of the Energy Program will end on March 15<sup>th</sup>. That is the last day to place an order for fuel. After that date only vending invoices will be accepted for billing to the energy Program. The later half of the program will be focused on natural gas and electric customers until May 1<sup>st</sup>. However, Operation Fuel will continue to provide oil deliveries up until May 2010. Unlike last year, Operation Fuel will only serve those between 151% to 200% of the Federal Poverty Guidelines. This leaves out a large percentage of the households that we have assisted through the Energy Program. Between the department's welfare account and donation account, there is roughly about \$2,300 in each account to last until the end of June. Increases in requests for rental assistance have used up a most of the funds in both accounts. We only have access to Tri-Town Fuel Bank for the season. The Salvation Army can provide limited funding for rental assistance. Of the fifteen households to which aide was provided for rent, only two resulted in evictions.

The senior center's new bus should be delivered this summer. It is a 12 passenger bus. Two seats are equipped for wheelchair and 10 for conventional seats. The bus will be more modern and offer a smoother ride. The senior center is utilizing the new automobile for medical transportation. Our winter programs have been highly attended and transportation has been well utilized. Our February 18<sup>th</sup> the Social Security Program was attended by 44 residents. The Parkinson Support Group meets the third Friday of each month. The group used the senior bus to attend a program in Farmington at the UCONN Health Center.

The AARP Tax Preparation Program has begun. Appointments are made through the senior center but the actual service is performed here at Arbor Common.

The Youth Services Bureau and DAPC are busy planning for warm weather events from the Fair on the Green to Prom Promise. Most of our youth activities outside of school take place during the spring season.

**OLD BUSINESS:** None

**NEW BUSINESS:** A discussion of the 2010-2011 Budget was held. The total budget is \$563,710.00 for the new fiscal year. Increases are in four areas:

--- Agency Contractual Services: CT Legal Services, Hockanum Valley Community Council (Transit Program) and North Central Health District all received increases.

--- Staff Salary Line (745, 750, and 795) all staff salary increased by 3.25% according to union contract for 2010-2011 except for the prevention coordinator who received a flat increase of \$1,300.00. The latter is not a union position.

--- Program increases due to minimum wage rate for mentors in the tutoring and their other programs, increases in materials and supplies and an increase in gas mileage for elderly outreach. The budget also increased by \$1,500.00 in the welfare account.

--- The Senior Center Budget- Within this budget there are three line items that have increased. The senior center lease: \$12,193.00 and the new senior bus: \$10,078.00. The third item is a request for an increase of \$8,273.00 which includes the 3.25% staff salary increase.

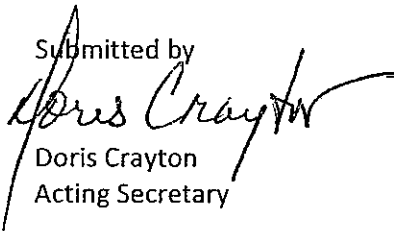
This has resulted in an increase of \$42,307.00 or 8.11% increase in the budget.

The budget also decreased by \$1,500 in Public Health Nursing and in line item 790 The Municipal Agent by \$200 for a total savings of \$1,700.

The Human Services Budget booklets were distributed to members as the overview was discussed. At the March 8<sup>th</sup> meeting commissioners will continue the discussion of the budget and vote upon its acceptance.

**ADJOURNMENT:** Motioned (M. Ferry), Seconded, (B. Hocine) and passed by all those present to adjourn at 7:30 P.M.

Submitted by

A handwritten signature in black ink, appearing to read "Doris Crayton", is written over the printed name and title.

Doris Crayton  
Acting Secretary